



City of NORFOLK

February 17, 2016

TO: ALL POTENTIAL OFFERORS

RE: RFP 4993-0-2016/SH – Urban Design & Planning Services (IDIQ), Addendum 1

Due: March 3, 2016 at 2:00 p.m. Eastern Daylight Time

The above referenced RFP is hereby amended and clarified to include the following revisions to the solicitation documents:

Clarifications: In the Section II of the RFP delete the Schedule of Events and insert the following:

Schedule of Events:

Event	Date
RFP Issued	February 12, 2016
Pre-proposal	February 18, 2016
Question 1 Deadline	February 18, 2016
Amendment 1 Issued	February 22, 2016
Question 2 Deadline	February 23, 2016
Amendment 2 Issued	February 25, 2016
Proposals Due	March 3, 2016
Oral Presentations	Week of March 21-25, 2016
Negotiations	Week of April 11-18, 2016
Intent to Award posted	April 29, 2016
Contract begins	July 1, 2016

All other provisions of the RFP shall remain unchanged. The provisions, herein, shall become part of the RFP package, and offeror shall acknowledge receipt of the addendum by signing in the space provided below and returning it with your proposal.

Signature: _____
(Offeror)

Sincerely,

Silvester Howell
Procurement Specialist